

**State of Wisconsin**  
**Department of Financial Institutions**



**Oath of Office Instructions**

The Oath of Office must be signed by all Directors, Officers, Credit Committee Members, Loan Officers, Auditors, and Employees. If any director, officer, committee member, or employee is appointed during the year, that person shall also sign the Oath of Office form upon appointment indicating the date signed. This form is required under Section 186.071(1) of the Wisconsin Statutes.

*The Oath of Office shall be filed and kept with the records of the credit union. Please keep the Oath of Office with your credit union files so that you are in compliance with Wisconsin law.*

Please notify the Office of Credit Unions **promptly** of any changes in the Chairperson, President, Treasurer, or Manager **during the year**. Changes affecting other directors, committee members or employees need not be reported to this office.



NAME & POSITION: (please print) <input type="checkbox"/> Director <input type="checkbox"/> Officer <input type="checkbox"/> Employee <input type="checkbox"/> Committee member	SIGNATURE X
HOME ADDRESS	Date

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HOME ADDRESS	Date

***Make additional copies of pages if necessary.  
Administer oath to each person.***

**Wisconsin Statutes s. 186.071 Oath of office. (1) OATH.** Every director, officer, committee member, and employee shall sign an oath of office...

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**(2) REMOVAL FOR VIOLATION.** If an individual refuses to sign the oath of office or knowingly and willfully violates the oath of office, the board shall remove that individual as a director, officer or committee member, or shall direct that individual to be terminated as an employee.

**This form should be kept with the credit union records  
and *not* sent into the Office of Credit Unions.**

Any new officer, director, committee member, or employee appointed during the year should be administered this Oath of Office. It will be necessary to notify the Office of Credit Unions of any changes made in the chairperson, treasurer, or manager during the year.

**Notice:** *This form may be used for updating the Office of Credit Unions' database. Information requested may be used for secondary purposes. This document can be made available in alternate formats upon request to qualifying individuals with disabilities.*